**HORTON PARISH COUNCIL**

Notice is hereby given that the

**ANNUAL PARISH MEETING**

of the **PARISH OF HORTON** will be held by Zoom

**at 7.30pm on** **TUESDAY 4TH MAY 2021**

Followed by the

**ANNUAL MEETING OF HORTON PARISH COUNCIL**

**at approximately 8pm**

also by Zoom

**ANNUAL PARISH MEETING:**

Under the Chairmanship of the Chairman of the Parish Council, this is an opportunity for all registered electors of HORTON to receive the Annual Report, ask questions and raise matters of interest or concern. This must be held between 1st March and 1st June

**Purpose of the Annual Parish Meeting**

The purpose of the meeting is so that the Parish Council can explain what it has been doing over the last year and it enables the electors to have their say on anything they consider is important to the people of the Parish.

**Who can attend the meeting?**

The Annual Parish Meeting is a meeting of all the local government electors for the Parish. Anyone may attend but only registered electors of Horton Parish may speak and vote. It is NOT a Meeting of the Parish Council, which all members of the public can participate in.

**Will I be able to ask questions and make suggestions?**

Yes, any registered elector\* may ask questions of the Council, which will usually be answered by the Chairperson, the Clerk to the Council, or a designated Councillor.  An elector may also make suggestions and comment on anything pertinent to the people of Horton.   This will be welcomed and is the whole purpose of the meeting. It would help if you could submit questions a week in advance

**Who will chair the meeting?**

The Chairperson of the Parish Council will generally chair the meeting but this is not a statutory requirement.  If the Chair is not able to attend, then the meeting should elect a chairperson from amongst those electors present.

**Will Parish Councillors be there?**

Usually they do attend and will speak if need be.  But the purpose of the meeting is to enable the ordinary electors to have their say.   Councillors will listen with interest and as generally electors themselves, also have the opportunity to raise questions and make comments if they wish.

The only persons entitled to speak and vote at the meeting are those persons registered as Local Government electors for the Parish of Horton\* (LGA 1972 ss 13 (1) and 32 (1)

**\*The following roads are included in the Parish of Horton:**

Bells Lane, Champney Close, Coppermill Road (excluding Old Mill Place and neighbouring properties), Dawn Redwood Close, Foundry Lane, Horton Gardens/ Datchet Road, Park Lane, Milton Close, Mill Lane, Pickens Piece, Horton Road, The Green, Welley Road (part) and Stanwell Road

**Annual Horton Parish Meeting (APM) Agenda**

**TUESDAY 4TH MAY 2021 by Zoom starting at 7:30pm**

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| **1** | Present, and apologies, and declaration of interest: |
| **2** | Minutes of previous (2019) Annual Parish Meeting for approval:  |
| **3** | Matters arising from previous Annual Parish Meeting: (unless addressed in HPC Chair’s Annual Report) |
| **4** | Annual Report from Horton Parish Council Chair, Cllr Bovingdon |
| **5** | Annual Report from Horton & Wraysbury Ward Councillors (by invitation) |
| **6** | To receive the provisional Champney Hall Management Committee Accounts and a short report |
| **7** | To receive the provisional Horton Parish Council Accounts |
| **8** | To receive any suggestions for projects to be considered and budgeted for to benefit the residents of Horton |
| **9** | To receive, for discussion, any matters that electors registered in the parish of Horton may wish to raise (including questions if appropriate. Any questions that cannot be answered at the time will be answered as soon as practical) |

The only persons entitled to speak and vote at the meeting are those persons registered as Local Government electors for the Parish of Horton\* (LGA 1972 ss 13 (1) and 32 (1)

**NOTE** Meeting Rules apply (available from the Parish Council website under **Publications**).

**Clerk to the Council.** Mrs Benta Hickley, 4B Bells Lane, Horton, SL3 9PW

**Note**: Personal callers by appointment only. **Email** Clerk@HortonParishCouncil.Gov.uk

**I have arranged for this agenda and the previous minutes to be added to the Parish Council Website:** [**www.HortonParishCouncil.gov.uk**](http://www.HortonParishCouncil.gov.uk)

**HPC Chair’s report 2019 - 2021**

The last year or so has been a strange year for all of us with various lockdowns and tier restrictions affecting everyone. Shielding and isolation has meant some residents haven’t been out of their homes while others have stepped in to help by delivering shopping, prescriptions, hot meals and other necessary services. I’m proud to be Chair of the Parish Council in a village that, along with Wraysbury, has managed this experience so well, and would like to especially thank Janet Crame and the Wraysbury and Horton Voluntary Care team for all the support they have provided residents in both villages!

The Parish Council has kept working throughout the pandemic: we had to learn about Zoom and on-line meetings and how we could best continue the work of the Parish Council without putting any volunteers or staff at risk

Sadly we lost Cllr Jillian SinclairHill at the beginning of 2020. She had lived in the village for many years and had been a long standing member of the Parish Council. See the June 2021 edition of the Wraysbury News Magazine for details of her fascinating life.

The Memorial Green is undergoing a slow makeover – new flower troughs a few years ago, replacement Victorian style street lanterns in 2019 and recently the uplighter for the Turkey Oak has been replaced. Also the memorial stone has been cleaned by a group of volunteers who did a great job and the rose garden has had a makeover and is looking lovely – thank you to all who were involved. The street marking, (especially the ‘no entry’), have been repainted and the next step is additional lighting for the green and hopefully a coat of paint for the letterbox and a clean-up of the no entry sign.

We were very pleased to be able to support Swan Radio with a donation: they are a great source of local information. The mobile library has restarted its visits to Horton village every three weeks. Even during lockdown residents could request books by phone or email and collect them from the ‘book bus’. Please contact the clerk if you want more information. We have had a new website created for us (www.HortonParishCouncil.gov.uk) where we have much greater control over the content, and we arranged for new benches to be installed along Horton Road (towards Colnbrook).

We managed to hold a Remembrance Day Services and our annual Christmas & Carol event despite COVID restrictions: we all kept safe distances apart and had good weather for both events. The 2021 services are hoped to be held on 14th November and 9th December respectively.

We have been working with the Thames Valley Police Neighbourhood team and other partners that cover Datchet and Wraysbury as well as Horton. Our main issues have been speeding, flytipping, parking on pavements, illegal use of quad bikes and off road bikes, and sale of drugs. This multi-agency approach does mean that things are getting done, but it isn’t always possible to share the news with the general public. New legislation will soon make pavement parking illegal, so we are working with Abri (the housing association) and RBWM to look at how we can provide additional parking spaces in our problem areas, especially Milton Close.

There were a lot of complaints about the SERCO waste collection service during the start of lockdown: staff shielding and staff sickness led to staff having to cover for each other and not knowing the routes. It took a bit of time, and a lot of work from the Parish Clerk and Ward Cllr Cannon but things did improve!

Our usual responsibilities have continued: passing on reports of unauthorised use of land or building to the relevant teams at RBWM, ensuring that outbuildings and extensions were built to the size consented and used for the purposed declared; reporting flytipping and suspected unlicensed use of homes as HMOs (house of multiple occupancy) as well as dealing with various other matters and issues (see meeting minutes for more details). The Horton and Wraysbury Neighbourhood Plan has now been approved by the RBWM after our successful referendum and is a legally binding commitment. We are working with the Borough to ensure that planning applications are brought into line with the policies and laws relating to planning, and that approval is sought before building work commences. We and they are committed to ensuring that our community is protected from illegal development and intend to pursue enforcement actions where the law has been broken.

The Colne Brooke burst its banks earlier in the year. Whilst the waters rose alarmingly in many gardens, fortunately, very few houses were flooded. Our volunteer Horton flood warden and the Clerk responded very quickly to the situation and just as the sand bags arrived, the flood waters started to recede. The Flood Warden has been in regular contact with the Environment Agency letting them know when works are needed in our rivers. We have asked the EA to acknowledge the experience and knowledge the Flood Wardens have, and to listen to them when looking into local draining and flood issues. Sadly, RBWM feel unable to allocate sufficient funds to Channel 1 of the River Thames Scheme. We are pushing RBWM and EA to re-consider or as a last resort to find alternatives that will protect our villages from flooding.

Underneath Horton there is a large deposit of aggregate that can be used for buildings and for roads. This has resulted in the various quarries in and around the villages and as these are nearing the end of their usefulness consent is being sought for other sites, and for filling the existing quarries. These works bring heavy vehicles, noise, dust, traffic congestion and air pollution and the Cllrs spend a lot of time in trying to get these concerns acknowledged and minimised.

Another recent issue has been broadband: speeds in most of Horton (and Wraysbury) are particularly poor. Residents and the Parish Clerk are working with the various bodies involved to try and get existing services replaced by fibre. Clerk has created a shared document (available at https://tinyurl.com/HortonBroadband) detailing actions to date.

We are in the process of refurbishing the play equipment on Champney playing field: hopefully it will be finished by the time you read this. If you do notice any vandalism or damage please always report it to the clerk.

We hope that Parish Council meetings will soon be able to be held in Champney Hall. They are generally held on the third Tuesday of the month from 7:30pm. Members of the public are welcome (and encouraged) to attend, and at present we have a vacancy for a Parish Councillor. If you are interested in supporting the Community as a Parish Councillor, please contact the Clerk.

As Chair, I would like to thank all the Councillors who represent the residents by being on the Parish council. It is recognised that this is a voluntary commitment and all give up a significant amount of time to attend meetings and ensuring their other responsibilities are given full attention. Their involvement is very much appreciated.

Freda Bovingdon

Chair, Horton Parish Council

**ANNUAL MEETING OF HORTON PARISH COUNCIL:**

This is an annual meeting to carry out those things that only need doing once a year. This must be held between 1st May and 31st May (except in an election year when it must be held within 14 days of the Monday after the election)

**Purpose of the Annual Meeting of the Parish Council**

The purpose of the meeting is so that the Parish Council can elect a chair and vice chair for the next 12 months, and appoint representatives to local, borough and national bodies, and agree various annual items

**Who can attend the meeting?**

The Annual Meeting of the Parish Council is a public meeting of the Parish Councillors. Anyone may attend but only Parish Councillors may speak and vote. Members of the public will be invited to speak at the end of the meeting but are limited to 2 minutes (please see Meeting Rules and Public Participation document on the website) Please feel free to submit any questions in advance

**Will I be able to ask questions and make suggestions?**

Questions and suggestions from members of the public are generally only invited at the end of the meeting and will be, time permitting, answered by the Chair, the Clerk to the Council, or a designated Councillor.  More complicated issues may be answered after the meeting

**Who will chair the meeting?**

The appointed Chair (or Vice Chair) of the Parish Council will generally chair the meeting after item 2

**Will Parish Councillors be there?**

They will all have been invited to attend

**NOTE:** Meeting Rules apply (available from the Parish Council website under **Publications**).

**Clerk to the Council.** Mrs Benta Hickley, 4B Bells Lane, Horton, SL3 9PW  **Note**: Personal callers by appointment only.

**Email** Clerk@HortonParishCouncil.Gov.uk.

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**Annual Meeting of Horton Parish Council (AMPC)**

**Agenda**

**TUESDAY 4TH MAY 2021 by Zoom starting at approximately 8:00pm**

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| **1** | Welcome and introductionsPresent, and apologies, and declaration of interest: |
| **2** | **The election of the Chair of the Parish Council:** Nominations to be sought for the positionChair to sign the Declaration of Office form |
| **3** | **The election of the Vice Chair of the Parish Council:** Nominations to be sought for the position |
| **4** | **Committees and responsibilities:** To consider whether any committees are appropriate for the forthcoming yearTo appoint Cllrs to lead on, Planning, Finance, flags, policies, flytipping, parking issues, play equipment, Greens, water course and flooding, staffing and training |
| **5** | **To appoint representatives to other parish bodies:*** Champney Hall Management Committee
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| **6** | **To appoint representatives to appropriate bodies and / or to agree to subscribe where applicable:*** DALC
* BALC
* LAANC
* Neighbourhood Action Group
* RBWM Flood Forum
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| **7** | **To note the following annual or long term contracts have been awarded:*** Greens maintenance
* Internal Auditor
* Payroll Services
* Web hosting
* Insurance
 |
| **8** | **Clerk and RFO’s salary:** * To note the 2021/2022 NALC/SLCC agreed pay increase for Part-time Clerks (if available) and to agree to implement it.
* To record the Clerk and RFO’s salary
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|  |
| **9** | **Chair’s allowance**: to agree the Section 137 permitted expenditure by the chair |
| **10** | **Banking arrangements.**To agree the ‘banking arrangements’ for the year and to agree any changes to the nominated signatories. |
| **11** | **Insurance Cover.**To note the proposed insurance cover and decide whether it is adequate.To agree the payment of the Insurance Premium. |
| **12** | Audit RequirementsAnnual Governance and Accountability Return for the Year ending 31 March 2021.* To receive a report from the Clerk and the RFO.
* To note the Annual Internal Audit Reports from the Internal Auditor (if available).
* To review Section 1 (Annual Governance Statement 2018/19) of the Annual Return.
* To review Section 2 (Accounting Statements 2018/19) of the Annual Return.
* To approve the current reserves
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| **13** | **Councillors’ Declarations of Pecuniary Interest:** to be distributed and signed in front of the clerk (when practicable) |